

CUCKFIELD PARISH COUNCIL

Queen's Hall, High Street, Cuckfield, RH17 5EL



To the members of **Cuckfield Parish Council**

You are hereby summoned to attend the next meeting of the Parish Council in the Queen's Hall at **7.30pm on Thursday 22nd February 2018** to transact the following business:

AGENDA

- 1) To receive apologies for absence.
- 2) To receive declarations of interest from Members in respect of any matter on the agenda. The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it.
- 3) Public Question Time: Members of the public are invited to put questions or to draw relevant matters regarding items on the agenda to the Council's attention for **ten minutes** prior to the commencement of business.
- 4) To approve the minutes of the meeting held on 7th December 2017.
- 5) To receive a report regarding any matters arising from the minutes not included elsewhere on the agenda.
- 6) To receive a report from the District and County Councillors.
- 7) To receive a report from the Chairman.
- 8) To note the actions of the following committees:
 - a) Community Buildings Committee
 - b) Environment Committee
 - c) Finance Committee
 - d) Planning Committee
 - e) Roads and Traffic Committee
 - f) Estates Committee
- 9) To review and adopt the proposed revised Standing Orders for Cuckfield Parish Council (to follow).
- 10) To receive a presentation from ISOC regarding their request for the Parish Council to support public insurance costs for charity events (to follow).
- 11) To receive an update regarding the WW1 anniversary event.
- 12) To review the APM preparation and agree the draft Chairman's report (to follow).
- 13) To complete the Health & Wellbeing Questionnaire on behalf of SALC (attached).
- 14) Environment and Wellbeing Committee:
 - a) To ratify the proposed allotment annual rent increases and effective dates;
 - b) To receive financial evidence to support a further review of allotment rent after three years and to agree the position on subsidy and future management options (to follow);
 - c) To receive a report to make provision in the E&W budget for 2018-19 to undertake clearance work and marketing of plots (to follow);
 - d) To consider a proposal that the Environment and Wellbeing Committee incorporates the future management of Horsefield Green into its Terms of Reference;

- e) To ratify holding five Crafts and Vintage Markets at the Queen's Hall during 2018;
 - f) To consider the proposal to improve the Holy Trinity Church Vestry steps (circulated);
 - g) To consider the request to arrange cleaning of the War Memorial in Cemetery.
- 15) To note items arising after the preparation of this Agenda which the Chairman agrees to take as urgent. **Such matters will be for noting only or deferral to a future meeting only.**

Sam Heynes

Clerk to the Parish Council, 15 February 2018